



CHILD DEVELOPMENT/ENRICHMENT PROGRAM HOURLY RECORD OF ATTENDANCE INSTRUCTIONS							DATE	ROOM					
<b>INSTRUCTIONS</b>													
Enter the number of children in top half of box and number of staff in bottom half of box in each age group. Do not mix age groups. If there are more activity rooms with age groups than blocks on form, use separate form and attach at end of day. Enter total of each age group in Part II of this form (including room counts from attached sheets, if any). Daily totals should be compiled into a monthly report for use in completing AF Form 1194.													
<b>PART I</b>													
HOURS	AGE 6Wks-6Mos	AGE 6-12 Mos	AGE 6-12Mos	AGE 12-24 Mos	AGE 12-24 Mos	AGE 24-36 Mos	AGE 24-36 Mos	AGE 3-5 Years	AGE 5-9 Years	AGE 9-12 Years	AGE B&A	ENRICH	
0700													
0800													
0900													
1000													
1100													
1200													
1300													
1400													
1500													
1600													
1700													
1800													
1900													
2000													
2100													
2200													
2300													
2400													
0030													
Total													
<b>PART II - TOTAL ALL AGE GROUPS</b>											COMMENTS		
			TOTALS					TOTALS					
6 WEEKS - 6 MONTHS			3 YEARS - 5 YEARS										
6 MONTHS - 12 MONTHS			6 YEARS - 12 YEARS										
12 MONTHS - 24 MONTHS			ENRICHMENT PROGRAM										
24 MONTHS - 36 MONTHS			B&A SCHOOL										
<b>NUMBER OF MEALS SERVED</b>													
BREAKFAST			AM SNACK			LUNCH			PM SNACK		DINNER		EVENING SNACK